**APPENDIX D: SUBMITTAL FORM PRO FORMA AND PROGRAM ASSUMPTIONS**

Developers are expected to complete the matrix below and provide as part of the RFP response. Please note that all revenue and cost assumptions in the matrix should be escalated to fall 2017 dollars, and Developers are requested to provide the assumed inflation rate that resulted in the escalation to the stated amounts.

**Project Program Summary**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **No. of Units** | **No. of Beds** | **Unit SF** | **Total SF** |
| 2 Bed / 1 Bath Semi-suite (single) | 30 | 60 |  |  |
| 2 Bed / 1 Bath Semi-suite (double) | 56 | 224 |  |  |
| RA Unit | 8 | 8 |  |  |
| RD Unit | 1 | 2 |  |  |
| **Total Residential SF** |  |  |  |  |
| Retail Dining Space SF |  |  |  |  |
| Community Space SF |  |  |  |  |
| **Total Building NASF** |  |  |  |  |
| Non-assignable SF |  |  |  |  |
| **Total GSF** |  |  |  |  |

**Project Revenue Summary**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **No. of Units** | **No. of Beds** | **Semester Rent** | **Total Annual Rent** |
| 2 Bed / 1 Bath Semi-suite (single) | 30 | 60 | $4,800 |  |
| 2 Bed / 1 Bath Semi-suite (double) | 56 | 224 | $3,300 |  |
| RA Unit | 8 | 8 | $0 |  |
| RD Unit | 1 | 2 | $0 |  |
| **Total Housing Revenue** |  |  |  |  |
| Retail Dining Revenue |  |  |  |  |
| Summer Revenue |  |  |  |  |
| Other Revenue  |  |  |  |  |
| **Total Project Revenue** |  |  |  |  |
| Occupancy Assumption |  |  |  | 95% |
| Revenue Escalation Assumption |  |  |  | 3% |

**Project Operating Expense Summary**

|  |  |  |  |
| --- | --- | --- | --- |
| **FY 2016 Budget** | **Housing System** | **Recommend. Project Expenses** | **Developer Assumptions** |
| GSF | 341,883 | TBD |  |
| Beds | 1,301 | 294 |  |
|  |  |  |  |
| **Labor:** |  |  |  |
| Salary & Benefits | $305,402 | $0  |  |
| Student Employment | $133,200  | $0  |  |
| Graduate Assistants | $90,000 | $26,802 |  |
| Student Affairs Labor | $99,595  | $0  |  |
| RA Room & Board Waivers | $386,964  | $49,950  |  |
|  |  |  |  |
| **Other Expenses:** |  |  |  |
| Custodial - Labor | $337,139  | $79,744  |  |
| Custodial - Direct | $74,700  | $17,669  |  |
| Grounds - Labor | $165,672  | $39,186 |  |
| Grounds - Direct | $51,160  | $12,101  |  |
| Maintenance - Labor | $275,986 | $65,279  |  |
| Maintenance - Direct | $280,160  | $66,266  |  |
| Telecommunications | $36,755  | $8,131  |  |
| Cable & Telephone | $111,500  | $24,666  |  |
| Utilities | $942,000  | $222,811  |  |
| Other Expenses | $253,454  | $56,069  |  |
| Programming | $12,890  | $2,852  |  |
| Police | $149,691  | $33,114  |  |
|  |  |  |  |
| **Capital Expenses:** |  |  |  |
| Capital | $239,050  | $51,450  |  |
|  |  |  |  |
| **Total Operating Expenses** | **$3,945,318** | **$756,090** |  |
| **Operating Cost / Bed** | **$2,969** | **$2,572** |  |
| Operating Expense Esc. |  | 3% |  |